



City and County of San Francisco
SHELTER MONITORING COMMITTEE

MEETING MINUTES [DRAFT]

Wednesday, August 17, 2022 | 10:00 AM
Via WebEx

Present: Vice Chair Diana Almanza
Committee Secretary Cris Plunkett
Committee Member Steven Clark
Committee Member Britt Creech
Committee Member Belinda Dobbs
Committee Member Tomiko Eya

Committee Member Melanie Muasau
Committee Member Lisa Rachowicz
Committee Member Joaquin Remora
Committee Member Kaleese Street
Excused:
Chair Jonathan Adler
Committee Member Traci Watson

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.

PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTIONS

I. CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 3 min
Meeting began at 10:08 AM. There was a quorum.

A. MINUTES *DISCUSSION/ ACTION*
JULY 2022 MINUTES **MEMBERS & STAFF** 3 min
The Committee voted to approve last month’s minutes.
No public comment
M/S/C: Dobbs/Plunkett/ Unanimous – Minutes approved

II. OLD BUSINESS/REPORTS *DISCUSSION/ ACTION*

A. PROPOSED RESOLUTION – TELECONFERENCED MEETINGS *ACTION*
CHAIR ADLER 3 min
The Committee has been advised by the City Attorney’s office to formally approve holding its meetings via teleconference. A resolution drafted by them was reviewed.
Proposed Action: Approve resolution
M/S/C: Creech/Street/passed by a majority
The resolution was approved.

III. NEW BUSINESS/REPORTS

A. POLICY SUBCOMMITTEE *DISCUSSION* 5 min
SUBCOMMITTEE CHAIR
Subcommittee Chair Plunkett informed Members what transpired at the most recent Policy Subcommittee meeting held on August 10. In particular, he alerted Members to the completion of the confidentiality training held by Dept. City Attorney Elizondo and Legal Intern, Livia Jaramillo. In addition, he informed members of votes taken on Standards of Care 19 and 29. Changes are now being recommended to full committee.

B. RECOMMENDATION RE SOC #19 *DISCUSSION/ACTION* Subcommittee CHAIR PLUNKETT 10 min

The Subcommittee recommended that the SMC ask the BOS to revise SOC #19.

Public Comment: None

Proposed Action: Request a change in the Administrative Code to call for “a minimum of 22 inches between the sides of sleeping unites, excluding the designated ADA-accessible sleeping units and sleeping separated by a wall *or partition.*”

M/S/C: Creech/Dobbs/Unanimous – **This item will be submitted to the Board of Supervisors with other approved requests for changes.**

C. QUESTIONS ABOUT SOC #29 *DISCUSSION /ACTION* Subcommittee CHAIR PLUNKETT 10 min

The Subcommittee recommends the full Committee approve a motion to ask the City Attorney for advice on whether SOC #29, which states that reservations must be for a minimum of seven nights, should be reworded or repealed.

Public Comment: None.

Proposed Action: *Ask the City Attorney for advice vis-à-vis SOC #29.*

M/S/C: Creech/Aya/Unanimous – **The motion passed.**

D. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING *DISCUSSION* HSH 15 min

Member Rachowicz provided a thorough report to committee members of the most recent update from the Department of Housing and Supporting Housing. MSC South and Next Door began receiving CAP beneficiaries effective August 1st. The bicycle analysis will be ready in time for the September meeting.

Explanatory documents – [Vacancy Report](#)

Public comment: None

E. DEPARTMENT OF PUBLIC HEALTH *DISCUSSION* DPH STAFF 15 min

Staff provided Standard of Care report. Mail mishandling, ADA restroom, and other allegations made by clients were discussed.

Public comment: None

IV. AGENDA SETTING FOR FUTURE MEETINGS *DISCUSSION* 5 min

Member Rachowicz suggested that due to the time required for a proper response, that the previous agenda item covering a report about bike storage in shelters be moved to the subsequent meeting. Member Muasau requested to discuss about on-site mental health counseling presentation at shelters. Member Rachowicz requested a proposal to the agenda next month in regards to DOC #29, that there be an addition to discuss further complains in policy-subcommittee. Member Dobbs wished that there be an expansion to the self-referral to clients (to be discussed in policy subcommittee).

Public comment: None.

V. PUBLIC COMMENT *DISCUSSION* 3 min

Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect to an action item [denoted by “Proposed Action” after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a

discussion item [denoted by “Discussion”] on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item. Those who comment may submit a written summary (up to 150 words) of their remarks to assist in the compilation of the meeting minutes.

Public comment: None.

ADJOURNMENT

This item requires a motion, a second, and to be carried.

Proposed Action: Approve adjournment

M/S/C: Rachowicz/Dobbs/Unanimous

Meeting adjourned at 11:30 AM

Action Item	Assigned To
Prepare report on bicycle storage.	Member Rachowicz

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City Hall, Room 244
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San Francisco, CA 94102-4689
Phone 415.554.7724
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